CIVIC STATION UNIVERSAL CORE

Court System Core

Administration, access, records, and continuity

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Civic Station Universal Core
Jeremy Levan
America Together 2028

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Main Content

Selected Source Materials

> This section presents selected source materials related to the purpose of this volume.

Court System Pathway

Title: Court System Pathway

Purpose: Provide a neutral systems-level entrance for court administration, public access, records, continuity, and justice-system relationships.

Relationship to Universal Core: Universal Core may support systems mapping and stewardship but does not interpret law, direct adjudication, or replace court rules and judicial authority.

Intended audience: Court administrators, clerks, records staff, access-to-justice teams, facilities personnel, and justice-system partners.

WHY THIS PATHWAY MAY BE RELEVANT

Court systems depend on governance, records, facilities, information, public access, continuity, and coordination with other institutions while preserving judicial independence.

Starting documents:

- CSF-0005 — Understanding Civic Systems
- CSF-0006 — Universal Core Architecture Overview
- CSA-3720 — Civic Justice and Public Safety Architecture Framework
- CSA-2300 — Records Management Architecture Framework
- CSA-3210 — Civic Services Architecture Framework
- OM-002 — Civic Station Operations Handbook

Recommended next areas:

- Judicial administration and clerk operations
- Records and information stewardship
- Facilities, accessibility, and continuity
- Public service and citizen assistance
- Cross-institution coordination with strict authority boundaries

Related pathways:

- JUDICIAL_ADMINISTRATION_PATHWAY.txt
- LAW_ENFORCEMENT_PATHWAY.txt
- COUNTY_GOVERNMENT_PATHWAY.txt
- LIBRARY_SYSTEM_PATHWAY.txt

USE NOTE

This pathway is optional navigation, not a mandatory curriculum, operating directive, or assertion of authority. Applicable constitutions, laws, regulations, court rules, policies, professional standards, and duly assigned institutional authorities remain controlling. The complete Universal Core archive remains available when the starting set is too narrow for the question.

Archive Information:

Official Archive: https://xvf97n.s.gy/UniversalCore

Contact: universalcorecivics@gmail.com

Appendix B Document Numbering System

Title: Appendix B — Document Numbering System

Purpose: Explain the four active series and protected numbering capacity.

Relationship to Universal Core: This appendix summarizes CSF-0008, CSA-008, and the approved reserved-number registry.

CS NUMBERING

CS-001 through CS-007 identify core Civic Station standards. The three-digit format supports stable sorting and citation.

CSF NUMBERING

CSF-0001 through CSF-0040 identify the foundation layer. Four digits distinguish this series and provide expansion capacity.

CSA NUMBERING

CSA identifies Civic Station Architecture documents. Many later CSA numbers appear in ten-position framework families:

- x0 Architecture
- x1 Governance
- x2 Planning
- x3 Operations
- x4 Compliance
- x5 Performance

- x6 Improvement
- x7 Readiness
- x8 Integration
- x9 Reserved

Not every historical family uses every role in exactly the same way. The document title and family context remain important.

OM NUMBERING

OM identifies Operational Manuals and handbooks. Numbers are permanent and remain tied to document identities across versions.

RESERVED RANGES

- OM-1010 through OM-1099 are reserved.
- 1,140 CSA identifiers are registered as reserved.
- Total protected identifiers: 1,230.

Reserved numbers are intentional architecture, not missing documents.

CITATION PRACTICE

Use the document ID, title, and version. Do not infer authority or publication order solely from the number.

Archive Information:

Official Archive: https://xvf97n.s.gy/UniversalCore

Contact: universalcorecivics@gmail.com

- Civic Station Foundation System Family Directory

CSF-0019

Civic Station Foundation System Family Directory

Purpose

The Civic Station Foundation System Family Directory provides a navigation overview of the major civic system categories represented within the Civic Station Universal Core library.

The purpose of this directory is to help users locate resources by subject area and understand how different civic systems connect together.

System Family Philosophy

Communities are made up of interconnected systems.

A single community issue may involve multiple systems working together.

The Universal Core organizes information by system families to help users understand:

- What each system does
- How systems interact
- Where responsibilities exist
- How improvement opportunities can be identified

Major Civic System Families

Government Systems

Focus:

- Public institutions
- Governance structures
- Decision processes
- Civic responsibilities
- Public administration

Related areas:

- Leadership
- Planning
- Operations
- Accountability

Infrastructure Systems

Focus:

- Physical systems supporting communities
- Public facilities
- Utilities
- Transportation
- Maintenance

Related areas:

- Planning
- Operations
- Resilience
- Improvement

Economic Systems

Focus:

- Community economic activity
- Business environments
- Resource development
- Economic opportunity

Related areas:

- Planning
- Coordination
- Community capacity

Environmental Systems

Focus:

- Natural resources
- Environmental stewardship
- Sustainability
- Community resilience

Related areas:

- Resource management
- Planning
- Long-term improvement

Health and Human Services Systems

Focus:

- Community well-being
- Health resources

- Human support systems
- Service coordination

Related areas:

- Accessibility
- Integration
- Community support

Education and Learning Systems

Focus:

- Knowledge development
- Civic learning
- Educational resources
- Lifelong learning

Related areas:

- Instruction
- Research
- Community education

Public Safety Systems

Focus:

- Community protection
- Emergency services
- Preparedness
- Safety coordination

Related areas:

- Readiness

- Response
- Integration

Community Systems

Focus:

- Relationships between people and organizations
- Volunteer networks
- Community participation
- Local improvement

Related areas:

- Coordination
- Capacity building
- Collaboration

System Connections

Civic systems do not operate independently.

Examples:

Education connects with:

- Workforce systems
- Community development
- Government systems

Public Safety connects with:

- Health systems
- Infrastructure systems
- Community organizations

Infrastructure connects with:

- Economic systems
- Environmental systems
- Public services

The Universal Core encourages users to examine both individual systems and their connections.

Using the Directory

Users may begin with:

A community challenge: Identify the systems involved.

A responsibility: Identify the system area connected to that responsibility.

A learning goal: Explore the related system family.

An improvement effort: Review architecture, governance, planning, performance, and improvement resources.

Future System Families

The Universal Core is designed to support future expansion.

New system families should maintain:

- Clear definitions
- Consistent organization
- Connected references
- Public documentation
- Version continuity

Archive Information

Official Archive: https://xvf97n.s.gy/UniversalCore

Contact: universalcorecivics@gmail.com

Document Information

Document ID:

CSF-0019

Series: Civic Station Foundation

Version: Universal Core Architecture Edition 1.0

Version Publication Foundation Development Edition

Document System Glossary

Title: Document System Glossary

Purpose: Explain the identifiers, series, versions, and reserved positions used to organize the library.

Relationship to Universal Core: This glossary describes the publication system established by CSF-0007, CSF-0008, CSA-008, and related foundation documents.

Term: CS series

Definition: The core Civic Station standards, CS-001 through CS-007.

Related concepts: Standard; foundation; Civic Station

Where to learn more: CSF-0007 and the CS documents.

Term: CSF series

Definition: Forty foundation documents explaining the library's purpose, organization, navigation, publication, preservation, and stewardship.

Related concepts: Foundation; navigation; archive; publication

Where to learn more: CSF-0001 through CSF-0040.

Term: CSA series

Definition: Civic Station Architecture documents and framework families. CSA documents describe system structures, governance, planning, operations, compliance, performance, improvement, readiness, integration, and reserved capacity.

Related concepts: Architecture; framework; Universal Core

Where to learn more: CSF-0017 and CSA-001 through CSA-010.

Term: OM series

Definition: Operational Manuals and handbooks providing practical guidance for roles, programs, systems, and recurring work.

Related concepts: Operations; handbook; implementation

Where to learn more: CSF-0018 and OM-001 through OM-010.

Term: Document ID

Definition: A stable series prefix and number used to identify a document independently of its storage location or format.

Related concepts: Filename; citation; permanent identifier

Where to learn more: CSF-0008 and CSA-008.

Term: Version

Definition: The edition or revision state of a document. A version may change while the permanent document ID remains stable.

Related concepts: Release; revision; historical version

Where to learn more: CSF-0015, CSF-0033, and CSA-008.

Term: Reserved identifier

Definition: A protected number intentionally left without a document so future architecture can expand without renumbering existing materials.

Related concepts: Numbering architecture; expansion; preservation

Where to learn more: CSF-0008, CSA-002, and the reserved-number registry.

Archive Information:

Official Archive: https://xvf97n.s.gy/UniversalCore

Contact: universalcorecivics@gmail.com

Library System Pathway

Title: Library System Pathway

Purpose: Help library systems provide discovery, preservation, civic learning, and equitable public access.

Relationship to Universal Core: Libraries serve as access and stewardship partners. The official archive remains the source reference, while local library policies and professional standards remain controlling.

Intended audience: Library directors, branch staff, digital librarians, archivists, catalogers, educators, trustees, and community partners.

WHY THIS PATHWAY MAY BE RELEVANT

Libraries connect public information, learning, archives, digital access, local history, community services, and long-term preservation.

Starting documents:

- CSF-0013 — Library and Educational Use Guide
- CSF-0027 — Digital Archive Guide
- CSF-0028 — Search and Discovery Guide
- CSF-0032 — Archive Preservation Guide
- CSF-0038 — Long-Term Stewardship Guide
- OM-005 — Knowledge Curator Handbook
- OM-010 — Knowledge Review and Publication Handbook

Recommended next areas:

- Cataloging and searchable discovery
- Digital preservation and integrity checks
- Public orientation and civic-learning programs
- Local collections and print-on-demand packets
- Historical-version labeling and stewardship

Related pathways:

- SCHOOL_SYSTEM_PATHWAY.txt
- UNIVERSITY_PATHWAY.txt
- CITIZEN_PATHWAY.txt
- COMMUNITY_ORGANIZATION_PATHWAY.txt

USE NOTE

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Archive Information:

Official Archive: https://xvf97n.s.gy/UniversalCore

Contact: universalcorecivics@gmail.com

Enterprise Architecture And System Integration Handbook Reference Edition V1.0.0

OM-042

ENTERPRISE ARCHITECTURE AND SYSTEM INTEGRATION HANDBOOK

America Together 2028 Reference Edition

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DOCUMENT INFORMATION

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Document ID: OM-042

Title: Enterprise Architecture and System Integration Handbook

Publisher: America Together 2028

Edition: America Together 2028 Reference Edition

Document Version: 1.0.0

Publication Year: 2026

References: CS-001 through CS-007 OM-001 through OM-041

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1. PURPOSE

This handbook establishes recommended practices for designing, maintaining, and coordinating the organizational systems, technology, documentation, and processes that support Civic Stations.

A well-planned architecture improves interoperability, maintainability, and long-term sustainability.

==========
2.

ARCHITECTURAL PRINCIPLES

Enterprise systems should be:

- Modular • Documented • Scalable • Secure • Maintainable •

Interoperable

Architecture should simplify future growth rather than complicate it.

==========
3. SYSTEM INVENTORY
==========

Organizations should maintain an inventory of:

- Information systems • Websites • Knowledge repositories •

Communication platforms • Databases • Shared services • Supporting documentation

==========

4. INTEGRATION

==========

Systems should exchange information using documented processes whenever practical.

Integration planning should encourage:

- Consistent terminology • Standard data formats • Reliable interfaces •

Version compatibility • Appropriate validation

==========

5. CHANGE MANAGEMENT

==========

Significant architectural changes should include:

- Planning • Documentation • Risk review • Testing • Communication •

Post-implementation evaluation

==========

6. GOVERNANCE

==========

Architecture decisions should remain aligned with:

- Organizational mission • Published standards • Operational

requirements • Community needs • Long-term sustainability

==========
7. CONTINUITY
==========

Organizations should plan for:

- System backups • Documentation preservation • Knowledge transfer •

Technology replacement • Recovery procedures

==========
8.

DOCUMENTATION

Maintain records including:

- Architecture diagrams • System inventories • Integration

specifications • Change histories • Technical standards • Review reports

==========
9. PERIODIC REVIEW
==========

Enterprise architecture should be reviewed periodically to identify:

- Obsolete systems • Integration opportunities • Process improvements •

Scalability needs • Documentation updates

==========
10.

LONG-TERM OBJECTIVE

The long-term objective is to establish an integrated, resilient, and well-documented organizational architecture that enables Civic Stations to collaborate effectively, adopt new capabilities responsibly, and support future generations through sustainable systems and shared standards.

==========

END OF OM-042

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Operational Enterprise System Optimization Systems Handbook

OM-1439 Operational Enterprise System Optimization Systems Handbook

Purpose

The Operational Enterprise System Optimization Systems Handbook establishes a framework for improving the efficiency, effectiveness, reliability, and coordination of organizational systems across Civic Stations, partner organizations, and supporting institutions. System optimization focuses on refining how organizational components interact to reduce inefficiency, improve performance, and maximize mission value.

Objectives

- Improve the performance of organizational systems. • Reduce

unnecessary complexity and inefficiency. • Strengthen coordination between interconnected systems. • Improve resource utilization and operational effectiveness. • Support continuous organizational improvement.

System Optimization Principles

1. Systems should be evaluated based on mission value.

2. Optimization should improve performance without creating unnecessary

complexity.

3. Interconnected systems should be improved as a whole.

4. Data and evidence should guide optimization decisions.

5. Organizations should balance efficiency with resilience.

6. Continuous improvement maintains system effectiveness.

System Optimization Lifecycle

1. Identify systems requiring improvement.

2. Assess system performance, dependencies, and constraints.

3. Identify inefficiencies and optimization opportunities.

4. Develop system improvement strategies.

5. Implement optimization initiatives.

6. Measure system performance and outcomes.

7. Refine systems based on results and changing needs.

8. Repeat the system optimization cycle.

System Optimization Focus Areas

Examples include: • Process optimization • Technology systems • Resource efficiency • Workflow improvement • System integration • Performance improvement • Operational reliability • Complexity reduction

Management Practices

Organizations should: • Maintain documented system optimization processes. • Conduct recurring system performance reviews. • Analyze system relationships and dependencies. • Prioritize improvements based on mission impact. • Preserve optimization records and lessons learned.

- Align optimization efforts with enterprise strategy.

Measures of Success

Effective system optimization systems may be reflected by: • Improved operational efficiency • Reduced unnecessary complexity • Better system coordination • Increased reliability • Stronger resource utilization • Sustained mission fulfillment

Relationship to Other Manuals

OM-1439 builds upon OM-1438 Operational Enterprise Operational Architecture Systems by applying architectural understanding toward improving the performance and efficiency of organizational systems. It establishes the foundation for future manuals covering Enterprise Digital Operating Systems, Enterprise Intelligent Operations Systems, and the continued evolution of Civic Stations.

End of OM-1439

Civic Station Community Network Community Feedback System Handbook Reference Edition V1.0.0

OM-264

CIVIC STATION COMMUNITY NETWORK COMMUNITY FEEDBACK SYSTEM HANDBOOK

America Together 2028 Reference Edition

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DOCUMENT INFORMATION

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Document ID: OM-264

Title: Civic Station Community Network Community Feedback System Handbook

Publisher: America Together 2028

Document Version: 1.0.0

Publication Year: 2026

References: OM-001 through OM-263

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1. PURPOSE

This handbook establishes recommended practices for collecting, organizing, reviewing, and responding to community feedback within the Civic Station Community Network.

The community feedback system model provides a framework for helping Civic Stations understand community experiences, identify opportunities, improve programs, and maintain meaningful communication with residents and participants.

==========
2. OBJECTIVES
==========

Community feedback systems should:

- Encourage community input • Improve understanding of local needs •

Support program improvement • Strengthen communication • Identify opportunities • Build community trust

==========
3. FEEDBACK PRINCIPLES
==========

Community feedback systems should emphasize:

- Accessibility • Respect • Transparency • Responsible review •

Constructive improvement • Continuous learning

==========
4. FEEDBACK METHODS
==========

Feedback may be collected through:

- Surveys • Community discussions • Meetings • Digital platforms •

Volunteer conversations • Project reviews • Educational program evaluations

==========

5. FEEDBACK COLLECTION

==========

Organizations should define:

- Feedback goals • Collection methods • Participant access • Review

responsibilities • Response procedures • Documentation practices

==========

6. FEEDBACK REVIEW

==========

Civic Stations should support:

- Organizing feedback information • Identifying common themes •

Reviewing community concerns • Recognizing successes • Developing improvements • Communicating responses

==========

7. RESPONSE

AND FOLLOW-UP

Organizations should maintain:

- Response procedures • Communication methods • Improvement tracking •

Follow-up information • Community updates

==========
8.

DOCUMENTATION

Maintain records including:

- Feedback guidelines • Collection procedures • Review records •

Response information • Improvement plans • Lessons learned

==========
9.

CONTINUOUS IMPROVEMENT

Civic Station community feedback capabilities should evolve through experience, feedback, measurement, innovation, and changing community needs.

==========
10.

LONG-TERM OBJECTIVE

The long-term objective is to establish a Civic Station feedback system where communities can share experiences, provide input, and help improve programs through organized, respectful, and effective communication.

==========
END OF OM-264
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School System Pathway

Title: School System Pathway

Purpose: Help school-system participants explore civic education, governance, operations, knowledge, community relationships, and stewardship.

Relationship to Universal Core: Universal Core can support civic-learning and system-mapping activities but does not replace education law, curriculum authority, district policy, or professional standards.

Intended audience: District leaders, administrators, educators, curriculum staff, librarians, operations personnel, students, families, and community partners.

WHY THIS PATHWAY MAY BE RELEVANT

School systems connect governance, teaching, facilities, public service, records, technology, families, community institutions, and long-term civic learning.

Starting documents:

- CS-003 — Civic Knowledge Standard
- CSF-0013 — Library and Educational Use Guide
- CSA-005 — Universal Civic Core Curriculum
- CSA-3310 — Civic Education Architecture Framework
- CSA-3311 — Governance Framework
- CSA-3313 — Operations Framework
- OM-1334 — Civic Education Services Systems Handbook

Recommended next areas:

- Curriculum and civic-learning pathways
- School governance and community accountability
- Libraries, records, and knowledge stewardship
- Facilities, safety, and continuity
- Family and community partnerships

Related pathways:

- SCHOOL_BOARD_PATHWAY.txt
- LIBRARY_SYSTEM_PATHWAY.txt
- UNIVERSITY_PATHWAY.txt
- COMMUNITY_ORGANIZATION_PATHWAY.txt

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Official Archive: https://xvf97n.s.gy/UniversalCore

Contact: universalcorecivics@gmail.com

Operational Century-Scale Institutional Continuity Systems Handbook

OM-1179 Operational Century-Scale Institutional Continuity Systems Handbook

Purpose

The Operational Century-Scale Institutional Continuity Systems Handbook establishes a framework for helping Civic Stations preserve their mission, governance, knowledge, and operational capability across many generations. Century-scale continuity emphasizes building organizations that can remain effective through changing technologies, leadership, demographics, and community needs while remaining faithful to their core purpose.

Objectives

- Preserve institutional continuity over long time horizons.
  •

Strengthen resilience through documented governance. • Protect critical knowledge and historical records. • Encourage long-term succession planning. • Support continuous adaptation without mission drift.

Institutional Continuity Principles

1. Mission should outlast individual leaders.

2. Documentation strengthens continuity.

3. Leadership succession should be intentional.

4. Adaptation should preserve core purpose.

5. Knowledge preservation supports future success.

6. Every generation contributes to institutional stability.

Continuity Lifecycle

1. Document essential mission and governance.

2. Identify critical institutional capabilities.

3. Preserve knowledge and historical records.

4. Prepare future leaders through mentoring.

5. Review continuity risks periodically.

6. Update continuity plans as conditions change.

7. Validate continuity through exercises and reviews.

8. Repeat the continuity cycle.

Continuity Areas

Examples include: • Governance continuity • Leadership succession • Knowledge preservation • Historical archives • Strategic planning • Volunteer development • Community partnerships • Operational resilience

Management Practices

Organizations should: • Maintain long-term continuity plans. • Review succession and governance regularly. • Preserve foundational documents and lessons learned. • Conduct continuity exercises when appropriate. • Share continuity practices among Civic Stations. • Integrate continuity objectives into strategic planning.

Measures of Success

Century-scale institutional continuity may be reflected by: • Stable leadership transitions • Preserved organizational knowledge • Consistent mission alignment • Strong institutional resilience • Sustained community confidence • Effective long-term governance

Relationship to Other Manuals

OM-1179 builds upon OM-1178 Operational Generational Organizational Wisdom Systems by transforming accumulated organizational wisdom into durable institutional continuity that can endure for generations. It establishes the foundation for future manuals covering perpetual organizational learning, civilizational stewardship, and the continued advancement of Civic Stations.

End of OM-1179

Institution Coverage Matrix

CSA-004 — Institution_Coverage_Matrix Version: Draft 0.1
Series: Civic Station Architecture

1. PURPOSE

This document defines the institutional scope of the Civic Station Universal Core. Rather than organizing knowledge only by topic, it identifies every major type of civic institution that should be able to use the library.

The objective is to ensure that no major civic organization is unintentionally left without appropriate guidance.

2. DESIGN PRINCIPLE

The Universal Core should provide foundational guidance that applies broadly, while institution-specific procedures can be added as supplements where laws or structures differ.

3. PRIMARY INSTITUTION FAMILIES

A. Elected Government

- City Council
- County Commission
- Township Board
- Village Board
- State Legislature
- Tribal Governing Body

B. Executive Offices

- Mayor
- County Executive
- City Manager
- Township Administrator
- Governor's Office (universal concepts only)

C. Administrative Departments

- Clerk
- Finance
- Human Resources
- Information Technology
- Public Works
- Parks and Recreation
- Planning
- Code Enforcement

D. Public Safety

- Fire
- EMS
- Emergency Management
- Law Enforcement (administrative functions)
- Public Safety Communications

E. Justice System

- Courts
- Court Administration
- Clerk of Court

- Jury Administration
- Probation Administration

F. Community Institutions

- Libraries
- Public Schools
- School Boards
- Community Centers
- Public Health

G. Infrastructure Organizations

- Water Utilities
- Wastewater Utilities
- Transportation
- Streets
- Fleet
- Facilities
- Stormwater

H. Regional and Intergovernmental

- Councils of Governments
- Regional Planning
- Shared Services
- Mutual Aid Organizations

4. COVERAGE STATUS

Each institution should eventually receive:

- Foundational orientation

- Operational guidance
- Leadership guidance
- Public interaction guidance
- Continuity guidance
- Improvement guidance
- Cross-agency coordination guidance

5. GAP IDENTIFICATION

For every institution ask:

- Can a new employee understand their role?
- Can a new elected official become effective?
- Can a citizen understand how to interact with it?
- Can the organization survive leadership turnover?
- Can it coordinate effectively with others?

Any "No" answer indicates a future development priority.

6. RELATIONSHIP TO THE OM SERIES

This matrix does not assign OM numbers.

Instead, it serves as the reference against which future OM proposals should be evaluated to ensure balanced institutional coverage.

7. SUCCESS CRITERION

The Civic Station Universal Core should eventually contain enough universal knowledge that every major civic institution can identify its role within the system and locate the guidance needed to operate responsibly, transparently, and effectively.

Reference and Library Connections

Topic and Source Finder

- Court System Pathway
- Appendix B Document Numbering System
- - Civic Station Foundation System Family Directory
- Document System Glossary
- Library System Pathway
- Enterprise Architecture And System Integration Handbook Reference Edition V1.0.0
- Operational Enterprise System Optimization Systems Handbook
- Civic Station Community Network Community Feedback System Handbook Reference Edition V1.0.0
- School System Pathway
- Operational Century-Scale Institutional Continuity Systems Handbook
- Institution Coverage Matrix

Related Publications

- City Hall Core (CSUC-INS-001)
- Public Safety and Emergency Coordination (CSUC-INS-003)
- Civic Station Foundations (CSUC-FND-001)
- Core Reference Edition (CSUC-REF-001)